WEST KIRBY PRIMARY SCHOOL

Welcoming - Kind - Polite - Successful

Anglesey Road, West Kirby, Wirral, CH48 5EQ
Headteacher: Mrs E Bailey (BEd Hons, MSc, NPQH)
Tel No: 0151 625 5561
schooloffice@westkirby-primary.wirral.sch.uk
www.westkirbyprimaryschool.co.uk

6th February 2024

Dear Parents & Carers,

I would like to draw your attention to **Safer Internet Day,** which is today – Tuesday 6th February. The theme this year is **Inspiring Change**, emphasising the positive actions we can all take to create a safer and better online world for our children.

In today's digital age, the internet plays a significant role in our children's lives, providing endless positive opportunities for learning, creativity, and communication. However, it is crucial for us, as Parents, Carers and Educators, to be aware of the potential risks and take proactive measures to ensure our children's safety online.

This Safer Internet Day, we encourage you to join us in promoting a safer online environment for our children. One way in which we can achieve this is by staying informed about the latest online trends and platforms popular among children. Regularly updating your knowledge on internet safety and discussing potential risks with your child is really beneficial. However, there is so much to keep up to date with, this is not an easy task. To support this, each month we email links to our latest Online Safety Newsletters. Reading these is one way to keep up to date with the latest trends and issues. I have included the February edition below as well as their special edition for Safer Internet Day. They are also available on our website along with previous editions Here

As a Parent/Carer at WKPS you also have access to **National Online Safety.** To create your account, please follow https://nationalonlinesafety.com/enrol/west-kirby-primary-school and complete your details. When you are set up, you will be able to set 'Parent/Carer' as your user type. Once registered you will have access to a variety of information to support you with internet safety and up to date knowledge. If you have signed in, in the past, please dig out the password and check out the recent updates on there.

Located within our School Main Entrance there are handouts of some of the information sheets from National Online Safety. The information sheets cover a wide range of different aspects. Please have a look at the ones that we currently have available. Please ask in the school office if you are looking for something specific as we may have it. I have included two examples of the information sheets in the following pages.

I would also like to take the opportunity to draw your attention to our **Social Media Policy**, which was approved by our Full Governing Body in the Autumn Term. Please can I ask that you take some time to read through this. It is attached to this email and it is also available under the policies tab on our website West Kirby Primary School - Policies I have included the Social Media Code of Conduct for Parents/Carers on the following two pages, this forms part of the Social Media Policy and is located at the end of the Social Media Policy.

Social Media Code of Conduct for Parents & Carers

Statement of Intent

West Kirby Primary School understands the benefits of using social media. However, if misused, the school community can be negatively affected, such as damage to the school's reputation.

This Social Media Code of Conduct sets out clear procedures for how we expect Parents & Carers to conduct themselves on social media and when using messenger apps, such as WhatsApp.

We ask that parents read this document and ensure that they always act in accordance with the stipulations detailed below.

Legal Framework

This document has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Data Protection Act 2018
- The General Data Protection Regulation 2018
- Protection of Freedoms Act 2012
- Defamation Act 2013

This document operates in conjunction with the following school policies:

- Social Media Policy
- Behaviour Policy
- Anti-Bullying Policy
- Digital Awareness Policy
- Complaints Procedure Policy

Digital Awareness and Social Media Conduct

West Kirby Primary School expects Parents & Carers to behave in a civilised nature online and will not tolerate any of the following online behaviour:

- Posting, liking, re-tweeting or sharing defamatory contents about Parents/Carers, pupils, the school or its employees.
- Complaining about the school's values and methods on social media.
- Posting, liking, re-tweeting or sharing confidential information, e.g. regarding a complaint outcome.
- Contacting school employees through social media, including requesting to follow them or sending them private messages
- Creating or joining private groups or chats that victimise or harass a member of staff or the school in general.
- If Parents/Carers wish to raise a complaint, the school has a Complaints Procedures Policy in place. Information about this is available on the school website.
- Breaches of this code of conduct will be taken seriously by the school and, in the event of illegal, defamatory, or discriminatory content, breaches could lead to prosecution.
- Parents/Carers will not attempt to friend or follow any member of staff on social media.
- Parents/Carers are instructed not to post anonymously or under an alias to evade the guidance given in this code of conduct.

- The school retains the right to request any damaging material is removed from social media platforms/websites.
- Parent/Carer social media usage will be in accordance with the school's Social Media Policy.

Online Messaging

The school appreciates the simplicity and ease of instant messaging; keeping in contact outside of school can benefit the school community by keeping it closer.

The school expects Parents/Carers to use messaging apps, such as WhatsApp, for purposes beneficial to themselves and the school, and will not accept any of the following behaviour:
- Sending abusive messages to fellow parents/carers
- Sending abusive messages about members of staff, parents/carers or the school
- Sending abusive messages to any member of staff

If Parents/Carers wish to talk to staff, parents/carers should arrange a meeting with the teacher by speaking to the school office or using the key stage email addresses.

Should any problems arise from contact over messaging apps, the school will act quickly by contacting parents/carers directly, to stop any issues continuing.

The school can request a meeting with parents if any misconduct, such as sending abusive messages or posting defamatory statuses, occurs online.

The school's complaints procedure will be followed as normal if any members of the parent teacher association or governing board cause any issues through their conduct whilst using online messaging.

The Headteacher can, with the permission of the parent/carer, view messages sent between members of the parental body to deal with problems quickly and effectively.

The Headteacher can request that 'group chats' are closed down should any problems continue between parents or parental bodies.

Monitoring and Review

All parents/carers are required to read this code of conduct. The Headteacher will review this code of conduct on an annual basis and will communicate any changes to all staff and parents/carers. The next scheduled review date for this document is Autumn 2025.

Online Safety Newsletter > February 2024

Setting up parental controls on your child's mobile

If you do not have the same mobile phone as your child, and therefore are unable to use Google Family link or Apple Family Sharing, then you can set restrictions on your child's device instead.

Apple devices:

To set up restrictions on your child's device directly (rather than using an app) then follow the instructions on the link below:

https://support.apple.com/en-us/HT201304

The instructions will show you how to get to the settings on your child's phone and then how to set restrictions such as restrict content, schedule downtime, set time limits for apps. You will need to set a passcode 'use a screentime passcode' to ensure changes cannot be made after you have set them.

Android devices:

As with the above link, this link shows you how to set up parental controls on the device itself by creating a PIN:

https://support.google.com/googleplay/answer/1075738?hl=en-GB#zippy=%2Cfor-family-members-who-manage-their-own-accounts

PlayStation

Does your child have a PlayStation? If so, have you set up appropriate parental controls? Some examples of the parental controls available are:
- Set age restrictions,
- Set daily limits,
- Control chat and messaging,
- Set spend limits.

How can I block/report other players?
If your child is playing with other players, then please ensure they know how to report/block other players and to tell a trusted adult if they do come across anything upsetting or that they are unsure of. This link details how to do this based on the device they have:
https://www.playstation.com/en-gb/support/account/block-players-psn/

What games are suitable for my child?
PlayStation have included a list of games along with their age rating to help you find a game that may be appropriate for your child to play.
https://www.playstation.com/en-gb/editorial/great-ps4-games-for-kids-and-families/

Whilst age ratings do allow you to see if a game may be appropriate, it is also important to review the game yourself and see if it includes additional features such as chat. This will allow you to make an informed decision as to whether it is suitable and if you need to apply further parental controls.

Further information
You can find out more about the controls available here:
https://www.playstation.com/en-gb/parental-controls/

YouTube Shorts

You should be over 13 to post videos on YouTube. YouTube Shorts are short videos which are similar in format to videos you find on TikTok or Instagram Reels. 'Shorts' are available to watch on the YouTube homepage or on the Shorts tab in the app. As they are quick to watch, they can be addictive and lead to excessive screen time. If your child is watching these videos, ensure they know that there is a report button. The INEQUE Safeguarding Group discuss this feature in more detail here:

https://ineqe.com/2021/07/01/youtube-shorts-need-to-know/

Snapchat: new controls

What is Snapchat?
Snapchat is a social media app used for messaging and sharing photos and videos. **You must be 13+ to sign up.** Users can send messages (snaps) to others that are only seen for a set time e.g., 10 seconds and users can also upload snaps to stories, which disappear after 24 hours.

You can find out more about Snapchat here: https://parents.snapchat.com/en-GB

Family Center: new features
Snapchat are expanding the features available to you in their Family Center, allowing parents to view:

- story settings: you will be able to see who your child is sharing their story with e.g. all their friends or a smaller group.
- contact settings: see who your child can be contacted by (by people they have added as a friend or their phone contacts).
- if your child is sharing their location with friends on the Snap Map.

In addition, you will be able to restrict the use of Snapchat's 'My AI.' You can find out more here:

https://values.snap.com/en-GB/news/expanding-our-in-app-parental-tools-2024

More information
The NSPCC provide further information about Snapchat, **the risks involved** with using Snapchat and **tips to help keep your child safe** if they are using Snapchat.

https://www.nspcc.org.uk/keeping-children-safe/online-safety/online-safety-blog/is-snapchat-safe-for-my-child/

At what age can my child start using social networks?

Internet Matters have produced this fantastic resource highlighting the minimum age limits for a variety of social media platforms as well as outlining the risks of being underage on social media. You can find out more here:

https://www.internetmatters.org/resources/what-age-can-my-child-start-social-networking

Reality Check from Parent Zone

Most VR Headsets have a minimum age recommendation of 13+ and VR games are rated by PEGI too so check their age rating/suitability.

Parent Zone, VoiceBox and Meta have created a series of videos explaining the safety and parental control tools available when using VR and how to have a conversation with your child about VR. Find out more here:

https://parentzone.org.uk/realitycheck

Online Safety advice for Early Years

Internet Matters have teamed up with EE to create 'Online Safety Starts Early.' This is a 4-episode series, for those with children in Early Years. Episode one highlights how to create positive habits from the beginning and then provides links to additional resources.

https://www.internetmatters.org/advice/0-5/online-safety-video-guides-early-years/

EE Learn

EE Learn includes an array of information and guidance on how to keep your child safe online, for example tips on how to help your child when they are online. Find out more here:

https://ee.co.uk/do-more-with-ee/learn

Safer Internet Day Newsletter

6th February 2024

Online Safety Newsletter ➤ Safer Internet Day

Established by the UK Safer Internet Centre (UKSIC), Safer Internet Day is celebrated around the world. This year, on Tuesday 6th February 2024, it will be celebrated with the theme:

Inspiring change? Making a difference, managing influence and navigating change online.

How can I get involved?

UK Safer Internet Centre Resources

As usual, the UKSIC have created some fantastic resources, which includes top tips, help and advice and a short film to help you start a conversation with your child. Find out more here:

https://saferinternet.org.uk/safer-internet-day/safer-internet-day-2024/parents-and-carers

My child keeps asking to play a game, or download an app that I don't know about, what can I do?

The UKSIC answer this question and provide links to useful websites to help you decide what is suitable for your child:

https://saferinternet.org.uk/safer-internet-day/safer-internet-day-2024/parents-and-carers/my-child-keeps-asking-to-play-a-game

Who influences your child?

An influencer is somebody prominent on social media such as YouTube and Instagram, who have a high number of followers. Influencers share their opinions/ideas and may be paid to advertise/promote products through their account. The NSPCC have created an article detailing what you need to know about online influencers here:

https://www.nspcc.org.uk/keeping-children-safe/online-safety/online-safety-blog/2023-05-16-the-influence-of-influencers/

Digital futures

As Safer internet Day is all about change, Internet Matters have published advice on new and emerging technologies:

https://www.internetmatters.org/tech-and-kids-digital-futures/

Making a difference: being kind online

The BBC have curated a host of videos and articles incorporating ideas and advice to help make the online world a kinder place:

https://www.bbc.com/ownit/curations/being-kind-online

Apple online event: Thurs 8th Feb 3.30pm – 4.30pm

Apple will be hosting an online event to celebrate Safer Internet Day. They will be joined by Will Gardner (from Childnet and UKSIC) who will provide an overview of the importance of Safer Internet Day and then Apple will provide a demonstration of their controls. Find out more here:

https://events.apple.com/content/events/pst/gb/en/default.html?token=xww6uj7woR0X9A3f9q4OQk9VdH60MurN7MAvJSY75sHQxWqaTEhMjEmalXqC7MMJuZhb5cjK2_RsJEnGDWirXhcGlvVfbeOSca2wjYDoLAT3GkRLh-DcTmEHQI72rxQfFw&a=1&Locale=en_GB&l=e

At National Online Safety we believe in empowering parents, carers and trusted adults with the information they need to hold an informed conversation about online safety with their children, should they feel it is needed. This guide focuses on one issue of many which we believe trusted adults should be aware of. Please visit www.nationalonlinesafety.com for further guides, hints and tips for adults.

ONLINE CONTENT
10 tips to keep your children safe online

The internet has transformed the ability to access content. Many apps that children use are dependent on user-generated content which can encourage freedom of expression, imagination and creativity. However, due to the sheer volume uploaded every day, it can be difficult for platforms to regulate and moderate everything, which means that disturbing or distressing images, videos or audio clips can slip through the net. That's why we've created this guide to provide parents and carers with some useful tips on keeping children safe online.

1 MONITOR VIEWING HABITS

Whilst most apps have moderation tools, inappropriate content can still slip through the net.

2 CHECK ONLINE CONTENT

Understand what's being shared or what seems to be 'trending' at the moment.

3 CHECK AGE-RATINGS

Make sure they are old enough to use the app and meet the recommended age-limit.

4 CHANGE PRIVACY SETTINGS

Make accounts private and set content filters and parental controls where possible.

5 SPEND TIME ON THE APP

Get used to how apps work, what content is available and what your child likes to watch.

6 LET CHILDREN KNOW YOU'RE THERE

Ensure they know that there is support and advice available to them if they need it.

7 ENCOURAGE CRITICAL THINKING

Talk about what people might post online and why some posts could cause distress.

8 LEARN HOW TO REPORT & BLOCK

Always make sure that children know how to use the reporting tools on social media apps.

9 KEEP AN OPEN DIALOGUE

If a child sees distressing material online; listen to their concerns, empathise and offer reassurance.

10 SEEK FURTHER SUPPORT

If a child has been affected by something they've seen online, seek support from your school's safeguarding lead.

National Online Safety®
#WakeUpWednesday

At National Online Safety, we believe in empowering parents, carers and trusted adults with the information to hold an informed conversation about online safety with their children, should they feel it is needed. This guide focuses on one of many issues which we believe trusted adults should be aware of. Please visit nationalcollege.com for further guides, hints and tips for adults.

Top Tips for...
MANAGING SCREEN TIME

According to the latest stats, people aged between 8 and 17 spend four hours on digital devices during an average day. Obviously, a new year is ideal for fresh starts and renewed efforts – so lots of families are trying to cut down their combined screen time right now, creating more moments to connect with each other and relying less on gadgets to have fun. Our top tips on reducing screen time are for everyone, so you can get your whole family involved in turning over a new leaf this year!

GET OUT AND ABOUT
If the weather's decent, spend some time in the garden or go for a walk. Even a stroll to the local shop would do: the main thing is getting some fresh air and a break from your screen.

TRY A TIMED TRIAL
When you're taking a screen break to do a different activity or a chore, turn it into a game by setting yourself a timer. Can you complete your task before the alarm goes off?

GO DIGITAL DETOX
Challenge yourself and your family to take time off from screens, finding other things to do. You could start off with half a day, then build up to a full day or even an entire weekend.

LEAD BY EXAMPLE
Let your family see you successfully managing your own screen time. You'll be showing them the way, and it might stop some of those grumbles when you do want to go online.

AGREE TECH-FREE ZONES
Nominate some spots at home where devices aren't allowed. Anywhere your family gathers together, like at the table or in the living room, could become a 'no phone zone'.

HOLD A SCREEN TIME AMNESTY
As a family, agree specific windows when it's OK to use devices. This should help everyone to balance time on phones or gaming with enjoying quality moments together.

BE MINDFUL OF TIME
Stay aware of how long you've been on your device for. Controlling how much time you spend in potentially stressful areas of the internet – like social media platforms – can also boost your wellbeing.

'PARK' PHONES OVERNIGHT
Set up an overnight charging station for everyone's devices – preferably away from bedrooms. That means less temptation for late-night scrolling.

SWITCH ON DND
Research shows that micro-distractions like message alerts and push notifications can chip away at our concentration levels. Put devices on 'do not disturb' until you're less busy.

TAKE A FAMILY TECH BREAK
Set aside certain times when the whole family puts their gadgets away and enjoys an activity together: playing a board game, going for a walk or just having a chat.

SOCIALISE WITHOUT SCREENS
When you're with friends, try not to automatically involve phones, TVs or other tech. Having company can be loads more fun if your attention isn't being split.

WIND DOWN PROPERLY
Try staying off phones, consoles, tablets and so on just before you go to sleep. Reading or just getting comfy in bed for a while can give you a much more restful night.

BUY MILK

DEVICE BOX

Meet Our Expert
Minds Ahead design and deliver the UK's only specialist postgraduate mental health qualifications. They also provide training and support to education organisations and local authorities – empowering school leaders and staff with the knowledge and tools to shape their settings into inclusive communities where the mental health of pupils and personnel is prioritised.

The National College®

NOS
National Online Safety®
#WakeUpWednesday

If you feel you need any further guidance or support with Online Safety, please contact us at school as we may be able to signpost in the direction of useful information.

Thank you for your continued support in keeping children safe online.

Yours sincerely,

Mrs E Bailey
(Headteacher)